



## CAMBOURNE TOWN COUNCIL

District of South Cambridgeshire

A Meeting of this Council was held at The Hub Community Centre, Cambourne on Tuesday 3<sup>rd</sup> December 2019. Meeting commenced at 19:00.

Present:

Cllr J O'Dwyer (Chairman)	Cllr T Hudson
Cllr R Poulton (Vice Chairman)	Cllr D Jones
Cllr N Akhter	Cllr D Maklin
Cllr S Bhattacharya	Cllr J Patel
Cllr A Fisher	Cllr D Sharma
Cllr P Gavigan	Cllr G Thompson
Cllr P Hedges	

In attendance: John Vickery Town Clerk  
Heather Nigbur-Day Deputy Town Clerk

3 members of the public were in attendance.

**1. APOLOGIES**

Apologies for absence were received from, Cllr A Ahmed, Cllr S Krintas, Cllr K McIntyre and Cllr J Simpson. Acceptable reasons for absence have been approved.

It was:

**RESOLVED** that the apologies from Cllr A Ahmed, Cllr S Krintas, Cllr K McIntyre and Cllr J Simpson for their absence be received and approved.

**2. MINUTES OF LAST MEETING**

To approve as a correct record the minutes of the Council Meeting CTC/M197 held on 5<sup>th</sup> November 2019

It was:

**RESOLVED** that the minutes of the Council Meeting CTC/M197.

**3. MEMBERS DECLARATION OF INTEREST OR REQUEST FOR DISPENSATION for items on the agenda.**

There were no declarations of interest.

**4. POLICE MATTERS**

A report was received from Inspector Rachel Gourlay and Sergeant Emma Hilson.

Signed

Date 14<sup>th</sup> January 2020  
1-7

Inspector Rachel Gourlay gave an overview of the changes that had taken place within Cambridgeshire Constabulary. There is now currently 1 Inspector, 1 Sergeant, 1 Police Constable and 9.5 PCSO's covering the whole of South Cambridgeshire, for the Neighbourhoods policing team. This will increase to two Sergeants and two Police Constable in January 2020.

Questions were asked regarding a police presence in Cambourne and what can be done to help alleviate the parking problems within certain areas. It was also asked if the Police could do a day of action in Cambourne to show a presence, similar to some other areas.

Questions were also raised about poor communications, especially about changes that impact on Cambourne. Sergeant Emma Hilson is happy to work with the Town Council to improve working relations. It was suggested that a drop-down link could be well utilised on the Town Council's Facebook page. Encouraging the community to report what they see or hear will help improve the information being received by the Police.

It was agreed that further communication would take place to discuss how a greater police presence could be brought about.

The chairman thanked Inspector Gourlay and Sergeant Hilson, on behalf of the Town Council, for attending the meeting and looks forward to working with them.

It was  
**RESOLVED** to receive the report.

**5. CHAIRMAN'S ANNOUNCEMENTS**

The Chairman updated everyone regarding the fake email that had been sent round from his email account. It has been reported.

**6. CLERKS UPDATE**

- Continued discussions with David Gowland of Cambridgeshire County Council regarding the repair and transfer of The Blue School. The internal repairs to the toilets have been carried out and have been reopened. The external works are due to be carried out this month and the County are hoping to conclude this matter by at latest the end of November.
- Further meeting and discussions with Cambourne Eagles, Cambourne FC, Cambourne Spartans Cambourne Rovers and Cambourne United regarding the future of football in Cambourne. The Working Group has met to look at the steps needed to set up One Club in Cambourne.
- Discussions with Andrew Cole regarding the road adoption works being carried out in Cambourne.
- Meeting with Andy Medlock regarding adoption of Public Open Space and Local Areas of Play in Cambourne.
- Discussions and meeting with contractor regarding the Skatepark ready for the grant submission.

Signed

Date 14<sup>th</sup> January 2020  
2-7

- Dealing with the insurers in relation to the vandalism of the Sports Pavilion, chased the insurers regarding the claim and when we can commence the repair works.
- Web Site the Community Development Officer and I have been chasing Coastline Graphics regarding the new domain name. the reason for the delay is that the Council itself has to submit the application rather than our agent a new form is being sent over for the Council to sign.
- Meeting with Laura Papanikolaou regarding CHS stepping back from employing the Timebank co-ordinator following the end of grant funding and the holding of an EGM to form a committee to run as a voluntary group
- Meeting with light up Cambourne regarding insurance, risk assessments and setting up of the lights etc.
- Meeting on site with members of the Fireworks Committee regarding risk assessments and setting up for the event.
- Meeting with Chris Carter, Delivery Manager Strategic Sites, Chenge Taruvinga (new lead Planning Officer for West Cambourne) and Andrew Thompson (former Planning Officer for West Cambourne) regarding changes in officer for West Cambourne

### **Community Development Officer report since 5<sup>th</sup> November 2019**

Jessica Lydon has been focusing on a number of events and projects, including:

- An update on the Christmas Market will be given in the New Year.
- A reminder that the Repair Café is taking place on Saturday 7<sup>th</sup> December at the Hub community centre, 11am – 2pm. We have received lots of items registered for repair and look forward to the first event.
- The Town Clerk and I will be meeting with the skatepark company that was voted as the favourite design for the skatepark refurbishment on Monday 2<sup>nd</sup> December, to go through comments that were made to make slight changes to the design to make it the best it can be.
- A reminder that the Volunteers Thank You evening will take place on Tuesday 10<sup>th</sup> December. Councillors are reminded to RSVP asap.
- Work has begun on creating the Town Council calendar of events for 2020.
- 

It was

**RESOLVED** to receive both reports.

## **7. COUNTY COUNCIL MATTERS**

Cllr M Howell gave a verbal report and sent a report covering November and December to be distributed to Councillors for information

It was

Signed

Date 14<sup>th</sup> January 2020  
3-7

**RESOLVED** to receive the verbal report.

**8. DISTRICT COUNCIL MATTERS**

To receive reports from the District Councillors for Cambourne.

A verbal report was received from Cllr S Bhattacharya.

Cllr R Betson did not send a report but her apologies were received.  
No report or apologies were received from Cllr Gavin Clayton.

It was

**RESOLVED** to receive Cllr Bhattacharya's verbal report and Cllr Betson's apologies.

**9. COUNCILLOR VACANICIES**

The Town Clerk reported on the casual vacancy that had arisen.

It was:

**RESOLVED** to receive the report and carry out the necessary actions.

**10. TOWN PLAN**

The Chairman reported that the Town Plan actions had been reviewed at the last meeting so will not be looked at now.

It was:

**RESOLVED** to receive report.

**11. LAND TRANSFERS**

To receive a report from the Town Clerk.

It was:

**RESOLVED** that the report be received.

**12. TRAFFIC MATTERS AND ROAD SAFETY**

To receive a verbal report from the Town Clerk on traffic matters.

**12.1** – An email was received from a resident regarding traffic outside The Vine School – The Town Clerk had had a meeting with the developers, Cllr K McIntyre, The Vine School and PCSO Coppard, regarding the issues to discuss various solutions. The Town Clerk had updated the resident who was happy with the actions carried out.

It was:

**RESOLVED** to receive the report.

**12.2** – An email was received from a resident regarding Jeavons Lane School parking issue – The Town Clerk will liaise with the Traffic Officer to discuss possible solutions and will update the resident.

It was:

**RESOLVED** that the report be received, and the necessary actions taken.

**13. PLANNING APPLICATIONS**

*Members are reminded that they may view these plans at The Hub Community Centre during working hours and immediately prior to the meeting.*

***Please note the change in response required; either Supports, Objects or 'Has No Recommendation'***

**No Planning Applications Have Been Received.  
The following is for information only.**

[S/3986/19/DC](#) Discharge of condition 41 (Construction method statement (CMS)) pursuant to outline planning permission [S/2903/14/OL](#)  
Location: Land West Cambourne, Cambourne, CB23 6ER  
Applicant: Taylor Wimpey UK Ltd & Bovis Homes Ltd, C/O Agent.

[S/3888/19/DC](#) Discharge of conditions 3 (Adopted public highway), 7 (Parking), 8 (Deliveries) and 11 (Ecological enhancement) of planning permission [S/1610/12/RM](#)  
Location: Cell 1B, Brace Dein, Upper Cambourne  
Applicant: Mr Connor Gilyatt, Taylor Wimpey

**S/3885/19/DC** Discharge of condition 10 (Code for sustainable homes level 3 – plots 425 to 534 Inclusive) pursuant to outline planning permission [S/6438/07/O](#)  
Location: Charlotte Grove, Gladiator Road, Upper Cambourne, CB23 6JQ  
Applicant: Connor Gilyatt, Taylor Wimpey.

It was  
**RESOLVED** to receive the applications

**14. CORRESPONDENCE**

**14.1** Supplementary planning document adoption statement.

**14.2** Timebank – An update from the Town Clerk was received. It was asked that paragraph 15 of their Constitution be clarified regarding owing money and Timebank to be made an agenda item on the next Finance and Policy Committee meeting.

It was:  
**RESOLVED** to refer to the next Finance and Policy Committee meeting

**14.3** A resident sent an email regarding 'Disabled' parking at Monkfield Park Primary School car park (Priory Walk) – The Town Clerk will liaise with the resident and this will be considered when the Town Council has taken ownership of the building.

It was:  
**RESOLVED** that the correspondence be received and the Leisure and Amenities Committee review parking once Priory Walk car park has been transferred.

**15. COMMITTEE REPORTS**

To receive minutes of meeting of the following Committees and consider any recommendations contained therein:

**15.1 PLANNING COMMITTEE** held on 5<sup>th</sup> November PLN/M316, 19<sup>th</sup> November PLN/M317

It was:

**RESOLVED** that the minutes be received.

**15.2 LEISURE AND AMENITIES COMMITTEE** held on 19<sup>th</sup> November LA M/83 Minutes

It was:

**RESOLVED** that the minutes be received.

**16. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

Exclusion of the press and the public.

**MOVE:** that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business, the Press and the Public be excluded from the Meeting.

**17. STAFFING**

To receive a report from the Town Clerk.

It was:

**RESOLVED** to receive the report and confirm Town Clerk's actions.

**18. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

Re-admittance of the press and the public.

**MOVE:** that the confidential business having been concluded, the Press and Public be re-admitted to the meeting.

**19. DATE OF NEXT MEETING – 14<sup>th</sup> January 2020**

The meeting closed at 20.45.

## **LAND TRANSFERS**

Council Meeting 3<sup>rd</sup> December 2019

Dear John

Please find below an updated status report on current matters involving the Town Council:

1. GC23/GC26, Greenway – MCA (58)

There has been no change since my last report.

2. Upper Cambourne Northern Greenway SIP –MCA (59)

There has been no change since my last report.

Signed

Date 14<sup>th</sup> January 2020

3. Cambourne Youth Centre – MCA (63)

My application to register the Transfer to the Town Council remains with the Land Registry.

4. Cambourne School Lease Variation – County Council (65)

There has been no change since my last report.

6. POS – Bovis Homes (71)

I await your comments on the draft Transfer John.

7. Land Parcels LC02, LC05, LC09 and LC14 – Taylor Wimpey (61)

We are dealing with some final issues before completing these Transfers and I will be writing to you separately on this John, as there is a revised plan for one of the Transfers and this will need to be signed by the Town Council.

8. Priory Walk Car Park – MCA (72)

I have reported to you on the draft Transfer and await your comments John.

Kind regards,

Allison

Signed

Date 14<sup>th</sup> January 2020  
7-7